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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Speech and Language TherapyPractice PlacementReport Form (Postgraduate)Contact 1Queen Margaret University , Edinburgh : Rankings, Fees & Courses Details |  Top Universities   * [SLTSemesterPlacements@qmu.ac.uk](mailto:SLTSemesterPlacements@qmu.ac.uk) * [SLTSummerPlacements@qmu.ac.uk](mailto:SLTSummerPlacements@qmu.ac.uk) * [QMU Speech and Language Therapy](https://www.qmu.ac.uk/current-students/practice-based-learning/qmu-speech-and-language-therapy/) | This form should be completed by the named Practice Educator (PE) and student. Please ensure all relevant sections are completed and signatures provided, where appropriate.   |  |  | | --- | --- | | Student Details | | | Student name | Click or tap here to enter text. | | Matriculation number | Click or tap here to enter text. | | Name of PAT | Click or tap here to enter text. | | Placement number | 1  2  3  4  5 |  |  |  | | --- | --- | | Placement Details | | | NHS Board/Independent Practice *and* address | Click or tap here to enter text. | | Client group(s) | Click or tap here to enter text. |  |  |  | | --- | --- | | Practice Educators | | | Name of PE/s completing the form at midpoint | Click or tap here to enter text. | | Name of PE/s completing the final review | Click or tap here to enter text. |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Placement Evaluation | | | | | | | Midpoint | PE has concerns that the student is at risk of failing to meet the placement objectives:  Yes  No | | | | | | End | Pass  Fail | | | | | | PE signature: | |  | Date**:** |  | | Student signature: | |  | Date: |  | |

RCSLT Core Capabilities

The design of the SLT programme at QMU is guided by the RCSLT curriculum guidelines (2021) using the structure provided by the core capabilities. This serves to provide a thematic coherence across all years of the programme. These capabilities are as follows:



The RCSLT (2018) state that, “these core capabilities act as a guide from the start of becoming an SLT, through to the newly qualified period and as an ongoing reference point for shaping the lifelong learning of the speech and language therapy practitioner as part of their CPD.”

Therefore, the core capabilities have also been used to provide structure to the assessment of students’ performance on their placements. The HCPC require SLT programmes to equip students to meet the Standards of Proficiency (SOPs) for SLTs (<https://www.hcpc-uk.org/standards/standards-of-proficiency/speech-and-language-therapists/>). We have integrated the HCPC SOPs under the headings of the RCSLT Core Capabilities to form a competency-based assessment.

Areas of Proficiency

There are 12 areas of proficiency, based on the RCSLT Core Capabilities:

|  |  |
| --- | --- |
| Communication | 1. Adapting communication style 2. Communicating with different people/groups |
| Partnerships | 1. Collaboration with service-users/relevant others 2. Teamwork |
| Leadership and Lifelong Learning | 1. Independent learning 2. Training and leadership |
| Research and Evidence-based Practice | 1. Assessment 2. Clinical reasoning and intervention 3. Evidence-based practice |
| Professional Autonomy and Accountability | 1. Clinical recording 2. Organisation and prioritisation 3. Personal and professional conduct |

Levels of Competence

Students at different stages of the programme are expected to demonstrate increasing levels of competence as they progress towards graduation. Use the table below to see the expected level of competence for each placement number.

|  |  |  |
| --- | --- | --- |
| Placement Number | | Level of Competence |
| 1 | Beginning to demonstrate basic skills and knowledge | |
| 2 | Demonstrating basic skills in routine activities, with support and guidance for advanced situations | |
| 3 | Demonstrating competence with emerging independence | |
| 4, 5 | Demonstrating proficiency, with independence as appropriate | |

Evaluation

There is space for the student *and* the PE to rate the student’s competency levels at both the midpoint and the final review. The student is to reflect on their performance and complete their self-ratings ahead of the midpoint and final review meetings and email the PPR form to the PE. If both the student and the PE would prefer to conduct the evaluation concurrently, this arrangement can be negotiated between the two parties.

Please choose the relevant level of competence from the drop-down box. You may decide that it is not possible for the student to achieve the competency in your placement setting. In this case, select *‘not applicable on this placement’*. Please note, when reading the competencies, an i indicates further information is available. Hover your mouse over the competency to see examples or any relevant further information. The examples provided are not comprehensive. The evaluation descriptors are as follows:

Not applicable on this placement

Pass/Fail

Please complete the box on the front page to indicate if a student has passed or failed their placement. **By the end of their placement, students are expected to have all descriptors at the *‘developing as expected level’***. Please note, some students may show *‘enhanced development’* in some competencies. There may be some competencies which are categorised as *‘not applicable on this placement’*; these do not carry any weighting.

**The student's placement will be deemed a 'fail' if, during the final review, any of the competencies evaluated are still categorised as *'area for development'* or *'emerging'*.**

Communication

|  |  |  |
| --- | --- | --- |
| Placement Number | | Level of Competence |
| 1 | Beginning to demonstrate basic skills and knowledge | |
| 2 | Demonstrating basic skills in routine activities, with support and guidance for advanced situations | |
| 3 | Demonstrating competence with emerging independence | |
| 4, 5 | Demonstrating proficiency, with independence as appropriate | |

i = hover your mouse for more information

|  |  |  |  |
| --- | --- | --- | --- |
| Communication - Descriptors | | Midpoint | End of placement |
| Adapting communication style | | | |
| 1. Adapts communication to level of understanding, background, and preferred communication method of client/relevant others. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Communicates in a non-discriminatory manner and acts in ways that are respectful of others’ beliefs and perspectives. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Adapts communication to context. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Communicating with different people/groups | | | |
| 1. Engages in clinical discussions and uses professional language with colleagues. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Can use information, communication, and digital technologies, appropriate to practice. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Demonstrates adaptability, self-awareness, and sensitivity in interactions with clients and with members of their teams and other agencies. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |

|  |  |
| --- | --- |
| Communication - Comments i  *Use the space below to record comments about these competencies at the midpoint and end of placement.* | |
| Midpoint | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |
| Final Review | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |

Partnerships

|  |  |  |
| --- | --- | --- |
| Placement Number | | Level of Competence |
| 1 | Beginning to demonstrate basic skills and knowledge | |
| 2 | Demonstrating basic skills in routine activities, with support and guidance for advanced situations | |
| 3 | Demonstrating competence with emerging independence | |
| 4, 5 | Demonstrating proficiency, with independence as appropriate | |

i = hover your mouse for more information

|  |  |  |  |
| --- | --- | --- | --- |
| Partnerships - Descriptors | | Midpoint | End of placement |
| Collaboration with service-users/relevant others | | | |
| 1. Practises in a way that is inclusive for all clients and establishes relationships based on mutual respect and collaboration. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Collaborates with clients/relevant others to implement an appropriate therapy management plan based on functional outcomes and clearly defined goals. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Collaborates with clients/relevant others to agree a discharge point and ensure appropriate follow-up management, where applicable. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Teamwork | | | |
| 1. Works as part of a multidisciplinary team and understands the roles of other members of the team. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |

|  |  |
| --- | --- |
| Partnerships - Comments i  *Use the space below to record comments about these competencies at the midpoint and end of placement.* | |
| Midpoint | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |
| Final Review | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |

Leadership and Lifelong Learning

|  |  |  |
| --- | --- | --- |
| Placement Number | | Level of Competence |
| 1 | Beginning to demonstrate basic skills and knowledge | |
| 2 | Demonstrating basic skills in routine activities, with support and guidance for advanced situations | |
| 3 | Demonstrating competence with emerging independence | |
| 4, 5 | Demonstrating proficiency, with independence as appropriate | |

i = hover your mouse for more information

|  |  |  |  |
| --- | --- | --- | --- |
| Leadership and Lifelong Learning - Descriptors | | Midpoint | End of placement |
| Independent learning | | | |
| 1. Identifies own learning and development needs and proactively engages in self-directed learning activities. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Demonstrates reflective skills, resulting in changes to practice. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Seeks out feedback and acts on advice and guidance. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Training and leadership | | | |
| 1. Engages with training opportunities. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Demonstrates leadership behaviours, within their scope of practice. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Engages in consultative models of service delivery. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |

|  |  |
| --- | --- |
| Leadership and Lifelong Learning - Comments i  *Use the space below to record comments about these competencies at the midpoint and end of placement.* | |
| Midpoint | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |
| Final Review | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |

Research and Evidence-based Practice

|  |  |  |
| --- | --- | --- |
| Placement Number | | Level of Competence |
| 1 | Beginning to demonstrate basic skills and knowledge | |
| 2 | Demonstrating basic skills in routine activities, with support and guidance for advanced situations | |
| 3 | Demonstrating competence with emerging independence | |
| 4, 5 | Demonstrating proficiency, with independence as appropriate | |

i = hover your mouse for more information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Research and Evidence-based Practice - Descriptors | | | Midpoint | End of placement |
| Assessment | | | | |
| 1. Makes appropriate observations. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Identifies and collects relevant information through appropriate formal and informal assessment, including discussion with the service-user/carer. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Analyses and interprets clinical data i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Clinical reasoning and intervention | | | | |
| 1. Devises treatment plans/episodes of care in relation to data and theory. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Delivers direct intervention. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Delivers indirect intervention. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Applies outcome measurements in relation to available evidence-based practice. | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Ensures the care provided is as accessible as possible for the service-users. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Evidence-based practice | | | | |
| 1. Demonstrates an awareness of current critically appraised research and uses it to inform practice. i | | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| **Research and Evidence-based Practice -** Comments i  *Use the space below to record comments about these competencies at the midpoint and end of placement.* | | | | |
| Midpoint | | | | |
| PE | Click or tap here to enter text. | | | |
| Student | Click or tap here to enter text. | | | |
| Final Review | | | | |
| PE | Click or tap here to enter text. | | | |
| Student | Click or tap here to enter text. | | | |

Professional Autonomy and Accountability

|  |  |  |
| --- | --- | --- |
| Placement Number | | Level of Competence |
| 1 | Beginning to demonstrate basic skills and knowledge | |
| 2 | Demonstrating basic skills in routine activities, with support and guidance for advanced situations | |
| 3 | Demonstrating competence with emerging independence | |
| 4, 5 | Demonstrating proficiency, with independence as appropriate | |

i = hover your mouse for more information

|  |  |  |  |
| --- | --- | --- | --- |
| Professional Autonomy and Accountability - Descriptors | | Midpoint | End of placement |
| Clinical recording | | | |
| 1. Keeps accurate and contemporaneous records. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Maintains all aspects of client confidentiality. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Organisation and prioritisation | | | |
| 1. Manages and prioritises demands involved in meeting the needs of the caseload and non-clinical responsibilities. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| Personal and professional conduct | | | |
| 1. Provides safe care within, and knows the limits of, the scope of their own practice. Knows when to seek advice and support from supervisor/specialist or refer to another professional. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Is aware of and adheres to current legislation and incorporates this into practice. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Uses appropriate clinical and professional guidance within practice and understands what is required by the HCPC. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Considers ethical and professional matters. i | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |
| 1. Understands the importance of maintaining personal well-being and shows evidence of actively prioritising their own health. | Student | Choose an item. | Choose an item. |
| PE | Choose an item. | Choose an item. |

|  |  |
| --- | --- |
| Professional Autonomy and Accountability - Comments i  *Use the space below to record comments about these competencies at the midpoint and end of placement.* | |
| Midpoint | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |
| Final Review | |
| PE | Click or tap here to enter text. |
| Student | Click or tap here to enter text. |

Midpoint Review

Please provide details of the plan for the student’s development over the remainder of the placement.

|  |
| --- |
| Midpoint Action Plan *(completed by the PE)* |
| Click or tap here to enter text. |
| Student Comment |
| Click or tap here to enter text. |

Concerns

If you are concerned that the student might be at risk of failing this placement, please check here:

Actions:

* PE to discuss concerns with the student at the midpoint review
* PE to contact the clinical placement team using the details below
* Student to contact the clinical placement team using the details below

|  |
| --- |
| Semester placements:  [SLTSemesterPlacements@qmu.ac.uk](mailto:SLTSemesterPlacements@qmu.ac.uk)  Summer placements:  [SLTSummerPlacements@qmu.ac.uk](mailto:SLTSummerPlacements@qmu.ac.uk) |

Final Review

Based on the core capabilities and areas of proficiency, please provide information on the student’s strengths and areas for development that will support the student in their next placement.

|  |
| --- |
| Strengths *(completed by the PE)* |
| Click or tap here to enter text. |
| Areas to Work on in Future Placements i *(completed by the PE)* |
| Click or tap here to enter text. |
| Student Comment |
| Click or tap here to enter text. |

Attendance Record *(completed by the student)*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Placement Day | | Date | Attendance | Adult/ Paediatric | Client Group Use key (below) | Mode | EDS Exposure Hours |
| 1 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 2 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 3 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 4 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 5 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 6 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 7 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 8 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 9 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 10 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 11 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 12 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 13 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 14 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 15 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 16 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 17 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 18 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 19 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| 20 | am |  | Choose an item. | Choose an item. |  | Choose an item. |  |
| pm |  | Choose an item. | Choose an item. |  | Choose an item. |  |

Client Groups

|  |  |  |  |
| --- | --- | --- | --- |
| AAC – Adults | AAC-A | Learning Disability – Paediatrics | PLD |
| AAC – Paediatrics | AAC-P | Motor Speech – Acquired | MS-A |
| Articulation / Phonology | AP | Motor Speech – Developmental | MS-D |
| Dysphagia | DYS | Social Communication – Adults | SC-A |
| Fluency | FLU | Social Communication - Paediatrics | SC-P |
| Language - Acquired | LANG-A | Voice / Resonance | VR |
| Language – Developmental | LANG-D | Other | Please Specify |
| Learning Disability - Adults | ALD |  | |

I confirm this is a true record of attendance at clinical placement.

|  |  |  |  |
| --- | --- | --- | --- |
| PE signature: |  | Date: |  |
| Student signature: |  | Date: |  |

Submission of the PPR Form

**PE** to either copy and paste an image of their signature into the relevant spaces **or** print and sign the pages which require signatures (pages 1 and 18). It is then the **student’s** responsibility to submit this to the appropriate dropbox.